You will be provided the following from the Utah Insurance Department:

**REGISTRATION CODE:** 

LICENSED TO:

## PLEASE DO THE FOLLOWING:

- 1. Shutdown the FormDOCS Designer and Filler if either is running. If you have modified any of the sample form templates, save a copy of those templates to a safe location so that they are not overwritten by the new installation.
- 2. Download the very latest FormDOCS program file and SAVE it to your 'Desktop' by clicking here: http://www.formdocs.com/download/fdw76.exe
- 3. Locate on your 'Desktop' the file named "fdw76.exe" that you downloaded and double-click it to start it up.
- 4. In the Setup dialog box, type-in your "REGISTRATION" code EXACTLY as it appears above. (Note the code may contain the digit zero but never the letter 'O'.)
- 5. In the setup dialog box, type-in your "LICENSED TO" information EXACTLY as it appears in the E-mail sent to you by the Utah Insurance Department.
- 6. In the setup dialog box, type-in your organization name.
- 7. Click 'Next' and satisfy the remaining setup prompts.
- 8. PRINT OUT AND SAFEGUARD YOUR REGISTRATION INFORMATION NOW. PLEASE NOTE THERE IS A \$25 FEE CHARGED TO RECOVER LOST REGISTRATION INFORMATION.
- 9. To learn how to obtain Formdocs support, visit <a href="http://www.formdocs.com/support">http://www.formdocs.com/support</a>

**Note:** If you would like instructions for installing the software on a server, please contact us or reference the Formdocs support website. Instructions are also given when loading the software.